

August 31, 2012	RFP Released
September 20, 2012	<i>Letter of Intent must be submitted on or before deadline in order to attend Proposers' Conference for both Group C and Group D</i>
September 27, 2012	Proposers' Conference for both Group C and Group D . Attendance at the Proposers' conference is recommended. Consumer packets will be released at Proposer's Conference or through agency contact after September 27, 2012.
October 12, 2012	Deadlines for Inquiries.
October 26, 2012	Anticipated Release of Official answer to Inquires.
November 22, 2012	Proposals due.
December 3, 2012	Optional meetings with Proposers estimated to occur on or before this date.
December 10, 2012	Anticipated Selection of Contractor.
December 17, 2012	Anticipated Start of Contract Negotiations.

- a. Letter of Intent.** Any proposer intending to respond to this RFP must submit a Letter of Intent (LOI), a Non-Disclosure Form and a Proposer's Authorized Representative Form to the Official Agency Contact by U.S. mail, facsimile, or e-mail not later than September 20, 2012. The LOI must clearly identify the sender, including name, postal address, telephone number, fax number, and e-mail address. The Non-Disclosure Form (**Form 2**) will be posted on the State Contracting Portal at www.das.state.ct.us/Purchase/Portal/Portal_Home.asp. Proposers may also access the "Business Opportunities (RFPs)" link on the State of Connecticut DDS web site at www.ct.gov/dds to view the Non-Disclosure Form. The LOI is non-binding in that the proposer is not required to submit a proposal. It is the sender's responsibility to confirm the Department's receipt of the LOI. The purpose of the LOI is to enable the agency to send interested proposers to the Proposer's Conference and receive any new information concerning this RFP. Interested proposers that do not submit a LOI by September 20, 2012 will not be admitted to the Proposer's Conference. Failure to submit the required LOI in accordance with the requirements set forth herein will result in disqualification from further consideration. The Department will communicate only with the authorized official signing the Non-Disclosure Form on behalf of the organization or the Authorized Representatives.

Inquiry Procedures. All questions regarding this RFP must be directed, in writing via email, to the Official Agency Contact by 12:00 p.m. on October 12, 2012. **The early submission of questions is encouraged.** Questions will not be accepted or answered verbally –neither in person nor over the telephone. All questions received before the deadline will be answered. However, the Department will not answer questions when the source is unknown (i.e., nuisance or anonymous questions). Questions deemed unrelated to the RFP or the procurement process will not be answered. At its discretion, the Department may or may not respond to questions received after the deadline. The Department reserves the right to answer questions only from those who have submitted such a Letter of Intent. The Department may combine similar questions and give only one answer. All questions and answers will be compiled into a written amendment to this RFP. If any answer to any question constitutes a material change to the RFP, the question and answer will be placed at the beginning of the amendment and duly noted as such. A formal amendment to this RFP is anticipated to be issued not later than October 26, 2012 to provide answers to questions. The